5 February 1993

## **PRODUCTION ANALYSIS**

(C-141)

- 1. Objective. As prescribed in AFR 8-10, this Air National Guard Manpower Standard (ANGMS) quantifies the full-time manpower requirement to accomplish the tasks described in the work center description.
- 2. Authority. Air National Guard (ANG) Regulation 66-14 contains ANG policy and procedural guidance for the Production Analysis work center. This ANGMS has been developed in accordance with procedures contained in AFR 25-5, 16 May 88. This ANGMS is a result of a functional review.
- 3. Applicability. This standard applies to ANG C-141 Air Mobility Command gained flying units. This standard applies only to peacetime operations.
- 4. Standard Data:
  - a. Classification. Type III.
  - b. Approval Date. 4 Jan 93.
  - c. Man-Hour Data Source. Staffing Pattern.
  - d. Standard Man-Hour Equation. Y = 2.
  - e. Workload Factor. N/A.
- 5. Application Instructions. This work center requires constant manpower of two authorizations. No other application instructions apply.
- 6. Statement of Conditions. This work center's normal hours of operation are 8 hours a day, 5 days a week. There are no other standard of living constraints which affect the daily operation of this work center.

PUBLISHED UNDER AUTHORITY OF THE SECRETARY OF THE AIR FORCE

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OFFICIAL

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Director
Administrative Services

2 Attachments

- 1. Work Center Description
- 2. Standard Manpower Table

## **WORK CENTER DESCRIPTION**

## **Production Analysis**

(C-141)

## DIRECT:

- 1. PRODUCTION ANALYSIS:
- 1.1. COLLECTS, MAINTAINS, AND ASSURES QUALITY OF DATA:
- 1.1.1. READS DATA. Reads report, form, directive, manual, chart, and other printed or written data.
- 1.1.2. ANALYZES REPORT AND DATA. Analyzes report and data for trend. Recommends and informs management personnel in regard to procedure, equipment, manpower use, and system reliability.
- 1.1.3. ENSURES ACCURACY OF DATA COLLECTION. Checks Maintenance Data Collection daily and monthly listing, Maintenance Management Information and Control System data base, and Core Automated Maintenance System (CAMS) for Airlift data input and rejection for erroneous reporting procedure. Performs spot check on AFTO Form 349, Maintenance Data Collection Record, and AFTO Form 781P, Support General Documentation Record, and ensures required entry is correct. Forwards the inaccuracy or irregularity identified to the applicable maintenance supervisor with information copy to Quality Control Branch and Training.
- 1.2. PREPARES MAINTENANCE INFORMATION PRODUCT:
- **1.2.1. PREPARES PRODUCT.** Organizes, drafts, and prepares required graph, chart, slide, table, and study outline and proofreads report, study, summary, or briefing.
- **1.2.2. PREPARES REPORT AND SPECIAL STUDY.** Prepares report and special study on test program and reports operational data on new or improved equipment installed on weapon system.
- 1.3. ASSISTS MAINTENANCE ACTIVITY:
- **1.3.1. EXTRACTS INFORMATION.** Obtains information in response to Deputy Commander for Maintenance, branch, and work center special request.
- **1.3.2. INTERPRETS DATA.** Assists maintenance activity in proper application and interpretation of man-hour and maintenance data report, publication, and list.
- 1.4. COORDINATES DATA. Coordinates with Systems Management on maintenance data collection input and output product. Consults with Systems Management account representative to resolve data hardware and software problem and accomplishes special inquiry.
- 1.5. ASSIGNS CODE. Assigns work center code within the framework provided in Technical Order 00-20-2 and the Unit Manpower Document.
- **1.6. DEVELOPS ATTRITION FACTOR.** Coordinates with Plans and Scheduling to develop an attrition factor. Investigates and computes factor.
- 1.7. COMPUTES MANPOWER/AIRFRAME CAPABILITY. Collects, extracts, and forecasts data relative to manpower and airframe capability.
- 1.8. EVALUATES THE UNIT REPAIR CAPABILITY PROGRAM.
- 1.9. PERFORMS DATABASE MANAGEMENT. Performs database management to include responsibility for all phases of computer data transmission and on-line or off-line action for the maintenance complex.
- 1.10. PROVIDES MICROCOMPUTER EXPERTISE. Provides assistance to unit personnel in development of software; acquires hardware and software; provides custodial, security, and maintenance of hardware and software; and provides training for assigned personnel.

- 1.11. MAINTAINS COMPUTER SYSTEM. Installs software and hardware; modifies software; adds and removes user; tests new software and hardware; troubleshoots problem; deletes outdated file; and creates system backup.
- 2. UNIT TRAINING ASSEMBLY (UTA) AND MOBILITY REQUIREMENT. Performs planning or scheduling task associated with preparation for UTA weekend and mobility requirement.

INDIRECT: Indirect work involves those tasks that are not readily identifiable with the work center's specific product or service. The major categories of standard indirect work are Supervision, Administration, Meeting, Training, Supply, Equipment Maintenance, and Cleanup. See AFMS 00AA for the standard indirect description.

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